



UTAH SCHOOL READINESS BOARD RESOLUTION CONCERNING ELECTRONIC MEETINGS

Whereas, the Utah School Readiness Board desires the ability to convene and conduct electronic meetings, under specified circumstances, as provided for in the Open and Public Meetings Act. Utah Code Annotated 52-4-207.

Whereas, the Utah School Readiness Board establishes that physical presence at meetings is critical to ensure the Board effectively conducts its business and meets its responsibilities;

Whereas, the Utah School Readiness Board recognizes that circumstances may prevent a Board member or interested member of the public from being physically present for a meeting. Such conditions may include dangerous travel conditions, illness, or out-of-town travel;

Whereas, the Utah School Readiness Board acknowledges that public observation and participation in meetings is vital and necessitates accommodations for those who cannot attend in-person;

Whereas, Utah Code Ann. Section 52-4-207(2)(a) requires a public body to adopt a resolution, rule or ordinance governing the use of electronic meetings;

NOW THEREFORE, be it resolved as follows:

1. As authorized by the Utah Open and Public Meetings Act, Utah Code Ann. Section 52-4-207, the UTAH SCHOOL READINESS BOARD will provide for an electronic meeting option for all meetings to allow members of the public or absent members of the Board to participate in meetings.
2. UTAH SCHOOL READINESS BOARD members and interested members of the public not physically present, but who wish to participate electronically in a meeting, shall be connected to an anchor location by means of telephonic, telecommunications or computer conference provided by support staff, at the appointed time.
3. Electronic participation in a meeting by a member of the UTAH SCHOOL READINESS BOARD shall constitute presence at that meeting for all purposes, including the determination of a quorum and voting.
4. The following procedures shall be used for meetings:
 - a. Support staff will make an electronic meeting option available for every UTAH SCHOOL READINESS BOARD meeting.
 - b. Instructions to connect electronically to the meeting will be made available on the agenda distributed to Board members in advance of the meeting and on the public notice website.

- c. All individuals participating electronically should be able to hear and to speak with each other and all individuals present at the anchor location.
- d. If visual aids or documents are to be presented or used at the meeting, support staff shall make reasonable efforts to provide copies to each UTAH SCHOOL READINESS BOARD member participating electronically as well as making materials available on the public notice website.
- e. At the conclusion of the meeting, members of the UTAH SCHOOL READINESS BOARD participating electronically shall verbally certify that they participated in good faith the entire meeting.

DATED on this _____ day of MONTH, 2019.

UTAH SCHOOL READINESS BOARD

Jim Sorenson, Chair

Utah School Readiness Board

Jon Pierpont, Executive Director
Department of Workforce Services

Attest:

Montana Meyers, Administrative Assistant
Department of Workforce Services, Office of Child Care